

CEYLON PETROLEUM CORPORATION **REFINERY DIVISION**

PUBLIC TENDER 4180 T **SUPPLY OF 665,000 LITRE OF DRINKING WATER IN 15-20** **LITRE BOTTLES**

SECTION I

GENERAL CONDITIONS:

Bids shall be in conformity with all the conditions stipulated in the Bidding Document.

01. BID DEPOSIT & ISSUING OF BIDDING DOCUMENTS

Bidding Documents can be obtained up to 12-June-2017. Any Bidder calling for Bidding Documents, shall pay a non-refundable Bidding Document fee of Rs. 1,000/= and refundable deposit of Rs. 10,000/= per set to the Cashier, CPC Head Office, No. 609, Dr. Danister de Silva Mawatha, Colombo 09.

Deposits of the unsuccessful Bidders will be refunded only after the tender was awarded to the successful Bidder & the successful bidder's deposit will be released after completion of the order.

Note: Alternative Bids / Options

Multiple bids from same manufacturer can be submitted on separate refundable deposits made for each bid.

Alternative bids & higher value bids will be rejected respectively unless such bids have been covered by a separate bid deposit.

02. BIDS

*2.1 Bids shall be submitted in Duplicate as per annexed schedule of Prices. The original & duplicate copy of the Bid shall be placed in separate envelopes marked "ORIGINAL" & "DUPLICATE". Envelopes shall be enclosed in one securely sealed cover, which shall be marked "TENDER NO. 4180 T FOR THE SUPPLY OF **BOTTLES OF DRINKING WATER**—CLOSING DATE 14-JUNE-2017" on the top left-hand corner & the Bidder's name & address on the bottom left-hand corner.*

2.2 Bids sealed, enclosed, marked and addressed as aforesaid, shall be sent under Registered Cover to reach the Chairman, DPC, Ceylon Petroleum Corporation, Refinery Division, Materials Department, Sapugaskanda, Kelaniya, Sri Lanka not later than 1430 hours on 14-June-2017. If, the Bidders choose not to send their Bids under Registered Cover, they could deposit such Bids in the Tender Box provided for this purpose at the office of Refinery Manager, Oil Refinery, Sapugaskanda, Kelaniya, Sri Lanka.

2.3 Department Procurement Committee reserves the right to reject any or all offers without assigning any reason.

2.4 **CLOSING & OPENING OF BIDS**

Bids will be closed at 1430 hours on 14-June-2017 & will be opened immediately thereafter at the Refinery Conference Room.

Bidder/s or their duly authorized representative/s may be present at the opening of bids. The officer who opens the Bids will read out the total price, as indicated in the schedule of prices / Pro-forma to those who are present. Technical Data, Specifications or similar particulars will not be divulged.

2.5 **LATE BIDS**

Any Bid received after the deadline for submission of Bid will be rejected and returned unopened to the Bidder.

03. **VALIDITY**

3.1 *All offers shall necessarily be valid for acceptance for a minimum period of 60 days (i.e. for order confirmation) from the closing date of the tender and the prices quoted should be valid for a minimum period of 12 months (i.e. supply throughout 12 months on blanket order)*

3.2 *On acceptance of the offer within the period of 60 days if necessary the validity of offer should be extended for purpose of placing the official purchase order and other required documentation.*

3.3 *On acceptance of the offer within the period of 60 days if necessary the validity of offer should be extended for purpose of placing the official purchase order and other required documentation.*

Bids that do not comply with the above requirements will be rejected.

04. **DOCUMENTS & DETAILS TO ACCOMPANY BID**

All Bids shall contain adequate particulars in respect of the items offered. Failure to furnish the following documents and details along with the tender may result in the Bid being rejected. All documents shall be in English Language.

01. *Name of Manufacturer*
02. *Certificate from Manufacturer that the product offered are of current manufacture & in good condition.*
03. *Available Test Certificates & copies of relevant SLS & Certificate issued by Ministry of Health & Nutrition*
04. *Schedule of Prices – **Section III** duly completed and **signed**.*
05. *A list of past & current supply records.*
06. *A copy of the receipt obtained for payment of Rs. 11,000.00.*
07. *Valid Certificate of Registration issued by the Registrar of Public Contracts (PCA3)*

(Every Bidder will be required to initial and submit each page of the Tender Document including drawings/specifications, relevant catalogues and other details along with the quotation)

05. PRICE

5.1 Bidders are required to duly sign and return the Schedule of prices, marked **Annex "B"** indicating their offers in detail together with the Pro-forma Invoice.

5.2 Should indicate the prices in rupees with taxes separately.

If any taxes are not mentioned separately such taxes will be considered as not relevant for the bid.

5.3 The prices should indicate the charges for delivery (if any)

Bids not on the prescribed form and not in the manner required may be rejected.

06. PAYMENT

Payment will be made within about 04 weeks after receipt of total consignment of Bottles of Drinking Water delivered during the period of one month to CPC Refinery & Sapugaskanda Terminal.

07. DELIVERY

The supplier should supply 3,000 liter of Drinking water in 15-20ℓ bottles daily basis throughout all the departments in the Refinery & Sapugaskanda Terminal during the total contact period of approx. 12 months without any shortage. (First load should be delivered within 02 weeks from the receiving of official Purchase Order).

08. BASIS OF EVALUATION

Bids will be evaluated on the basis of lowest price meeting the CPC tender specifications & other commercial conditions.

09. ANY OTHER INFORMATION

Any other information required could be obtained from the Materials Manager, Ceylon Petroleum Corporation, Refinery Division, Sapugaskanda, Kelaniya, Sri Lanka.

Telephone : 011-2400110
Fax : 011-2400434 / 2400436 / 5528919
E-mail : refmaterials@slt.net.lk

MANAGER (MATERIALS)
CEYLON PETROLEUM CORPORATION,
REFINERY DIVISION,
SAPUGASKANDA, KELANIYA,
SRI LANKA

SPECIFICATIONS**Items to be purchased:**

Item No.	Qty.	Unit	Description
01.	665,000	litre	Drinking Water in 15-20ℓ Bottles
02.	55	No.	Floor Standing type (3 Tap) Water Dispensers (hot, cold & normal) (Free of Charge on returnable basis)
03.	50	No.	Jug Type Dispensers(Free of Charge on returnable basis)

Specifications & Other Conditions:

- 1. Purified drinking water bottled in 15-20 litre capacity bottles.*
- 2. Manufacturer should hold SLS & Certificate issued by Ministry of Health & Nutrition.*
- 3. Supplier should service water dispensers free of charge regularly & all repairs & replacement (if any) to be provided free of charge.*
- 4. Delivery should be arranged as per consumption of Refinery, Sapugaskanda Terminal, Kelaniya Water Intake & Orugodawatte Tank Farm with a sufficient buffer stock (300 bottles) at the place continuously without any shortage during the total contact period (Approx.: 12 Months).*

However, delivery should be made only to the Refinery & Sapugaskanda Terminal.(Delivery to Water Intake & Orugodawatte Tank Farm will be arranged by the Refinery)

SCHEDULE OF PRICES
SUPPLY OF BOTTLES OF DRINKING WATER (4180T)

Item No.	Qty Required	Unit	DESCRIPTION	Price per litre (Rs.) without Taxes	
				Unit	Total
01.	665,000	litre	Drinking Water in 15-20ℓ Bottles		

	Amount - Rs.
Less Discount, if any	
Total Price - Without Taxes	
Transport Charges, if any	
NBT - If applicable	
VAT - If applicable	
Total Delivered-at-site Price (with all taxes)	

Validity

Name of Manufacturer

Water Source

Delivery Period

Agreed to abide by all General Conditions in Section I & the Specifications in Section II of the tender

Company Address

.....

.....

Name

Date

Signature of Bidder

.....
 Company Stamp

INVITATION FOR BIDS

CEYLON PETROLEUM CORPORATION
REFINERY DIVISION

PUBLIC TENDER 4180 T

SUPPLY OF
665,000 LITRE OF DRINKING WATER IN 15-20 LITRE BOTTLES
(2017-2018)

Sealed Bids are invited from Local Suppliers for the Supply of 665,000 Litre of Drinking Water in 15-20 Litre Bottles (2017-2018).

Bid Deposit of Rs. 11,000.00 of which Rs.1,000.00 is non-refundable and Rs. 10,000.00 as the Bid-Bond to be paid to the cashier in cash at CPC Head Office, No. 609, Dr. Danister de Silva Mawatha, Colombo - 09 before 1500 hours on any working day up to 12-June-2017.

Bidding document is available on CPC web site www.ceypetco.gov.lk.

Alternatively, Bidding documents could also be obtained from the under mentioned.

Bids will be received by the Chairman, Department Procurement Committee until 1430 hours on 14-June-2017 and will be opened immediately thereafter at the Refinery Conference Room.

MANAGER (MATERIALS)
CEYLON PETROLEUM CORPORATION
REFINERY DIVISION,
SAPUGASKANDA,
KELANIYA

TEL. 011-2400110

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ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව (පිරිපහදු කාර්යාංශය)

ප්‍රසිද්ධ ටෙන්ඩර් - 4180T

15-20 ලීටර් ධාරිතාවය සහිත බෝතල් මගින් පානීය ජලය ලීටර් 665,000ක් (BOTTLES OF DRINKING WATER) සැපයීම (2017-2018)

ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව, පිරිපහදු කාර්යාංශය, සපුගස්කන්ද, කැලණිය, ශ්‍රී ලංකාව හි දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවෙහි සභාපති විසින් දේශීය සැපයුම්කරුවන්ගෙන් මිල ගණන් කැඳවීමේ පත්‍රයේ සඳහන් පිරිවිතර හා කොන්දේසි වලට සම්පූර්ණයෙන් අනුකූල වූ 15-20 ලීටර් ධාරිතාවය සහිත බෝතල් මගින් පානීය ජලය ලීටර් 665,000ක් සැපයීම (2017-2018) සඳහා මුද්‍රා තබන ලද මිල ගණන් කැඳවනු ලැබේ.

කිසියම් ලන්සු තබන්නෙකු, මිල ගණන් ඉදිරිපත් කරන්නේ නම්, රු. 10,000.00 ආපසු ගෙවනු ලබන තැම්පතු මුදලක්ද අයදුම්පත් සඳහා ආපසු නොගෙවන රු.1,000/- ක මුදලක්ද 2017-ජූනි-12 වන දින 1500 වන පැය දක්වා කාර්යාල දිනවලදී අංක 609, වෛද්‍ය ඩැනියෙල් ද සිල්වා මාවත, කොළඹ 09 ස්ථානයෙහි පිහිටි ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාවෙහි ප්‍රධාන කාර්යාලයෙහි මුදල් අයකැමිට මුදලින් කල යුතුය.

මිල ගණන් කැඳවීමේ පත්‍ර www.ceypetco.gov.lk යන වෙබ් අඩවියෙහි අන්තර්ගත වේ.

තවද ටෙන්ඩර් පත්‍ර පහත සඳහන් අයගෙන්ද ලබා ගත හැකිය.

මිල ගණන්, දෙපාර්තමේන්තු ප්‍රසම්පාදන කමිටුවේ සභාපති විසින් 2017-ජූනි-14 දින 1430 පැය දක්වා බාරගන්නා අතර එම මොහොතේම පිරිපහදු සම්මන්ත්‍රණ ශාලාවේදී විවෘත කරනු ලැබේ.

කළමනාකාර (ඉවස)
ලංකා ඛනිජ තෙල් නීතිගත සංස්ථාව
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කැලණිය, ශ්‍රී ලංකාව

දු.ක. 011 2 400 110